

Administration Committee
February 9, 2010

PRESENT: Anne Kuthy, Charles Diamond, Julie Zelman, Philip Ritter, Heidi Fuge

EXCUSED: James Reilly, Yolanda Caldwell

4:05 PM – Meeting called to order by C. Diamond

I. REVIEW OF ESTIMATES FOR ASIAN ARTS FLOOR

H. Fuge presented estimates from three contractors to repair the floor in the Asian Arts' leased space:

- Finelli Construction _____ \$ 6,575.
Remove carpet in two rooms
Grind down, level and flash patch floor
Install carpet pad
Install new carpeting
- Classic Custom Construction _____ \$ 7,770.
Remove carpet in two rooms
Flash patch floor
Install floating/laminate floor over foam pad
- Southwood Services _____ \$14,800.
Remove carpet in two rooms
Grind down and patch floor
Install laminate floor over heavy padding

H. Fuge noted that none of these estimates are fixed figures. All of the contractors noted that it was difficult to predict what they would encounter when pulling up the carpet.

Discussion. Would it be possible to ask Asian Arts to extend their five-year lease or pay a portion of the cost for the repair?

MOTION:

A. Kuthy moved to recommend to the Board that we ask Asian Arts to either extend their lease for five years or pay the full cost of the renovation. If the Board approves doing the work, she thought the Classic Custom Construction proposal should be selected. J. Zelman seconded. Unanimous.

C. Diamond suggested that if Asian Arts chooses to pay for the work, they could be allowed to pay for it over time. The payment schedule would have to be negotiated.

NEXT MEETING: Tuesday, March 9th at 4:00 PM

Heidi A. Fuge
2/9/10